

## AMS/FAST CHANGE REQUEST (CR) COVERSHEET

**Change Request Number:** 22-58

**Date Received:** 3/17/22

**Title:** Procurement Checklists (OIG Report #ZA2021026 Rec. 3)

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**Initiator Name:** Monica Rheinhardt

**Initiator Organization Name / Routing Code:** Procurement Policy Branch, AAP-110

**Initiator Phone:** 202-267-1441

**ASAG Member Name:** Monica Rheinhardt

**ASAG Member Phone:** 202-267-1441

**Policy and Guidance:** (Please check only one box)

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|--|--|
| <input type="checkbox"/> Policy                            | <input type="checkbox"/> Procurement Tools and Resources     |
| <input type="checkbox"/> Guidance                          | <input type="checkbox"/> Real Property Templates and Samples |
| <input type="checkbox"/> Procurement Samples               | <input type="checkbox"/> Procurement Clauses                 |
| <input type="checkbox"/> Procurement Templates             | <input type="checkbox"/> Real Property Clauses               |
| <input type="checkbox"/> Procurement Forms                 | <input type="checkbox"/> Other Tools and Resources           |
| <input checked="" type="checkbox"/> Procurement Checklists |  |

### Summary of Change:

Update the checklist to add new requirements in the Procurement Checklists for Buy America Act/Preference Waiver Requests and SIR reviews that verify the correct application of Buy American Provision and Clauses. Also - removed the determination for commercial items as it is not a requirement in AMS Policy and Guidance.

### Reason for Change:

The reason for the change is to address OIG Report #ZA2021026 Rec. 3 - as a mechanism monitor compliance with the BAA requirements, including actions to take when acquisition clauses—such as vendor certification requirements. Also, a request was received from Legal to remove the determination from commercial items as it is not applicable in AMS.

**Development, Review, and Concurrence:** AAP-110

**Target Audience:** FAA Acquisition Workforce

**Briefing Planned:** No.

**ASAG Responsibilities:** None.

**Section / Text Location:** AMS Procurement Policy & Guidance - Procurement Checklist

**The redline version must be a comparison with the current published FAST version.**

☒ I confirm I used the latest published version to create this change / redline

**or**

☐ This is new content

**Links:** [https://fast.faa.gov/PPG\\_Procurement\\_Checklists.cfm](https://fast.faa.gov/PPG_Procurement_Checklists.cfm)

**Attachments:**

Blanket Purchase Agreement

Construction Checklist

Contract File

Delivery Order/Task Order/Blanket Purchase Agreement

Purchase Order/General Services Administration Federal Supply Schedule File

**Other Files:** N/A.